

**Chevy Chase Village**  
**Building & Tree Removal Permits**  
**Permits Issued- October 2012**

**Building Permits**

<b>Permit #</b>	<b>Address</b>	<b>Type of Work</b>
6237	2 East Melrose Street	Replace portions of 5' wood fence in rear east side yard.
6232	8 East Lenox Street	Replace portions of 6' wood fence in rear (south) and west (side) yards.
6231	109 Summerfield Road	Construct walkway & 2' wall and install plantings in Summerfield Rd. ROW.
6229	15 Newlands Street	Install underground irrigation system in Newlands St. ROW.
6228	Throughout CCV	Replace/Relocation of 5,500 lin. ft of water mains.
6227	6 West Melrose	Install 6' wood replacement fence in west (side) yard.
6225	3933 Oliver Street	Install one new a/c unit in east (side) yard.
6224	3933 Oliver Street	Construct rear two-story addition on crawl space.

**Tree Removal Permits**

<b>Permit #</b>	<b>Address</b>	<b>Type of Tree</b>	<b>Reason for Removal</b>
2031	5803 Kirkside Drive	(1) Black Cherry	Dead
2030	13 Grafton Street	(1) Norway Maple	Dead
2029	5910 Cedar Parkway	(1) Holly	Split trunk

**Expiring Permit Notices Mailed on November 6, 2012**

<b>Permit #</b>	<b>Address</b>	<b>Type of Work</b>
6018	8 Grafton Street	Install a grass paver parking pad.
6017	8 Grafton Street	Install a wood fence with a pair of gates.
6016	8 Grafton Street	Modify an existing deck.
6014	4007 Oliver Street	Replace a flagstone walkway with a brick walkway in the same location.
6006	21 Quincy Street	Re-roof existing one-story addition.

# **Chevy Chase Village**

## **Permitting and Code Enforcement Activity October 2012**

Telephone Queries: +/-100

Walk-Ins: +/- 54

Pre-Design Review Meetings: 7

Municipality Letters (issued to the County for new projects): 8

Administrative Building Permits Issued: 8 Building; 1 Dumpster; 1 Portable Storage Unit

Licenses to Use the Public Right-of-Way: 2

Appeals: Four appeal cases for three addresses were prepared this month; one was a rescheduling of a case postponed from last month. One was withdrawn prior to the Board meeting.

Administrative Appeals: 0

Enforcement Incidents: Routine code enforcement patrols and site inspections of construction projects were conducted; several commercial signs were removed; one real estate sign required a call to the agent to obtain a permit; one project had made modifications to the approved plans resulting in the need for a variance; staff responded to two complaints about water runoff from adjacent properties which required visits with the residents. No citations were issued this month.

Tree Requests: 7 tree inspections or tree preservation plans related to building projects were requested.

Administrative Tree Removal Permits: 3 permits were issued for removal of a total of three (3) trees.

Tree Ordinance Board: There are no active tree removal appeals at this time.

Expired Permit Memos Sent: 5 memos to three (3) addresses.

As the staff liaison to the ad hoc Building Code Review Committee, I assisted in preparing materials for and attended one Committee meeting this month.

The Public Works Renovation project, for which I am Project Manager, is underway. In preparation for the start of construction I administered signing and distribution of the contract; coordinated the pre-construction meeting, monitor construction; and serve as liaison between the contractor and architect.

*-compiled by Ellen Sands, Permitting and Code Enforcement Coordinator*